

Agreement

BETWEEN

CANADIAN WESTERN NATURAL
GAS COMPANY LIMITED

AND

NATURAL GAS EMPLOYEES'
WELFARE ASSOCIATION

PLANT UNIT

1967

Calgary- +9 pages

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THIS AGREEMENT made as of the 21st day of
December, A.D. 1966

BETWEEN:

CANADIAN WESTERN NATURAL GAS COM-
PANY LIMITED, a body corporate with head
office at the City of Calgary, in the Province
of Alberta (hereinafter called "the Com-
pany"),

OF THE FIRST PART,

— and —

NATURAL GAS EMPLOYEES' WELFARE AS-
SOCIATION, a trade union within the mean-
ing of The Alberta Labour Act, of the said
City of Calgary (hereinafter called "the As-
sociation"),

OF THE SECOND PART.

WHEREAS the Company is a public utility engaged in the business of producing, purchasing, transmitting, distributing, delivering and selling natural gas and of providing services in connection therewith and supplies natural gas to the said City of Calgary and to the inhabitants thereof and to other communities in the said province and to their inhabitants;

AND WHEREAS, by Certificate No. 5-58 (hereinafter called "the Certificate") dated the 19th day of February, A.D. 1958 and issued by The Board of Industrial Relations for the said Province (hereinafter called "the Board") and made pursuant to the provisions of The Alberta Labour Act, the Association has been certified as the bargaining agent for a unit of employees of the Company, comprising:

"All employees of Canadian Western Natural Gas Company Limited, excepting employees working in and/or out of its head office at the City of Calgary, or working in a similar capacity in and/or out of the Company's branch office at the City of Lethbridge, and further excepting managers, superintendents and all other persons acting in behalf of the Company in a supervisory or confidential capacity or exercising managerial functions or having authority to employ or discharge employees of the Company.";

SPIRIT OF AGREEMENT

WHEREAS the Company is an organization wherein the money of investors is combined with the judgment, abilities, experience and energy of the management and employees to provide efficient public utility service,

AND WHEREAS it is agreed that the service rendered by the Company, its management and employees directly or indirectly to natural gas customers from time to time served by the Company, is essential to the welfare of these customers,

AND WHEREAS it is essential to the livelihood and in the best interests of the Company, its management and employees to direct their respective efforts towards the efficient and economical operations of the Company's business,

THEREFORE, this Agreement recognizes and accepts the principles and spirit of good teamwork, based upon mutual responsibility, respect, confidence, loyalty, integrity and friendliness and

THIS AGREEMENT further recognizes that all successful employer-employee relations must be mutually advantageous, fair and just, not more favourable to one than to the other and of the same spirit of co-operation and friendliness in which this Agreement is reached.

AND WHEREAS subject to the terms and conditions herein contained the parties hereto by these presents are entering into a collective agreement with respect to the terms and conditions of employment of such employees:

WITNESSETH:

Item 1. Term of Agreement

This Agreement shall have force and effect as and from the 1st day of January, A.D. 1967 and shall thereafter continue in force and effect for the period of Two (2) years to and including the 31st day of December, A.D. 1968 and thereupon may be terminated by mutual consent of the parties hereto, and, provided the same shall not have been so terminated, shall thereafter continue in force and effect; provided that either party may serve the other party in the manner hereinafter provided, with written notice of termination by not later than the 31st day of October 1968, whereupon this Agreement shall terminate on the 31st day of December 1968.

Item 2. Joint Collective Bargaining

The Company and the Association respectively agree with each other that all future collective bargaining by and between them, whether with respect to the amending, revising, renew-

ing and/or extending of this Agreement, or in respect of the negotiation of any new collective agreement, or otherwise howsoever, will be conducted jointly with Northwestern Utilities, Limited (hereinafter called "Northwestern") and Natural Gas Employees' Benefit Association, being the bargaining agent for a unit of Northwestern's employees comprising categories of employees comparable to the unit of employees in respect whereof this Agreement is made, provided always that both the Company and the Association as well as Northwestern and Natural Gas Employees' Benefit Association are willing so to conduct such collective bargaining.

Item 3. Application

This Agreement shall apply with respect to all of the Company's employees comprised within the bargaining unit prescribed by the Certificate and where, in this Agreement, reference is made to "employee" or "employees", "said employee" or "said employees", "such employee" or "such employees", such reference shall be deemed to be made with respect only to such of the Company's employee and/or employees, as the case may be, as are comprised within such bargaining unit.

Item 4. Status of Employees

Each of the said employees shall have the status of either permanent or temporary em-

ployee and within the category of temporary employee there shall be the sub-category of probationary employee.

"Permanent employee" shall mean an employee who has been so appointed by written notice to that effect given by the Company to each particular employee and, in addition, shall include each employee who, by the Company's records, is presently designated as a permanent employee.

Each employee who is not a permanent employee shall be a temporary employee.

"Probationary employee" shall mean a temporary employee, designated by the Company as a probationary employee, employed in a post normally occupied by a permanent employee and who, after a trial period of six months in the particular post, may be appointed by the Company as a permanent employee by written notice to the particular employee to that effect.

Item 5. Recognition

The Company recognizes the Association as the exclusive bargaining agency for all said employees.

Item 6. Discrimination

The Company shall not discriminate against any employee because of his connection with the Association, nor shall the Association dis-

criminate against any employee because of non-membership in the Association.

Item 7. Rights of Management

The Association recognizes the Company's right to manage its business in all respects and, in particular, but without restricting the generality of the foregoing, to hire, promote, demote, transfer, discharge, suspend or discipline any employee or employees, all in accordance with its commitments and responsibilities.

Item 8. Right of Appeal

If any of the said employees or group of the said employees, (hereinafter referred to as the Grievant), has any grievance in connection with alleged unjust treatment by the Company, the Grievant shall have the right to present and to discuss such grievance in the following manner:

(a) First Step:

The Grievant may present the grievance to his foreman or supervisor within five (5) working days from the date of the incident prompting the complaint. If the Grievant desires, he may have the assistance of an Association representative in this step. If a settlement is not reached within two (2) working days, the Grievant may proceed as follows:

(b) Second Step:

The Grievant may present the grievance

in writing to his Department Head, within two (2) working days. Within five (5) working days after receipt of the complaint, the Department Head shall arrange for a meeting with the Grievant, and an Association representative if the Grievant so desires. The Department Head may have the foreman or supervisor present at the meeting. The Department Head shall answer the Grievant, in writing, within three (3) working days. If an Association representative has been present at the meeting he shall receive a copy of the reply.

(c) Third Step:

If a settlement is not reached in the second step, the Association or the Company may request the formation of a Grievance Committee. Such committee shall consist of three representatives appointed by the Company and three representatives appointed by the Association. Neither the Grievant nor the Department Head referred to in Step 2 may be a member of the Grievance Committee. The grievance shall be presented by the Association, to this committee, in writing. The Grievance Committee shall give its decision, in writing, to the Association and the Company

within five (5) working days of receipt of the grievance. A majority decision of the Grievance Committee shall be binding on both parties. The Grievance Committee shall appoint its own chairman who shall retain voting privileges.

(d) Fourth Step:

Should a majority of the Grievance Committee fail to agree upon a settlement, the grievance shall be referred to the General Manager of the Company by the Association. The General Manager shall answer the grievance, in writing, within three (3) working days.

(e) Fifth Step:

If the grievance is not settled under the fourth step, the Company or the Association shall serve notice to the effect that the grievance is to be submitted to and determined by arbitration in the manner herein provided.

Within ten (10) days next following the giving of such notice the Association shall appoint an arbitrator and the Company shall appoint an arbitrator. The two arbitrators, so appointed, shall next appoint a third arbitrator. The three arbitrators, so appointed, shall proceed forthwith to hear the representations of all parties in con-

nection with the grievance, and after having heard such representations, shall determine the matter and the decision of a majority of the said arbitrators shall be final and binding upon the Company, the employee or the employees concerned therein and the Association. Subject to the provisions of this clause, such arbitration shall be conducted in accordance with the provisions of The Arbitration Act of the Province of Alberta. The cost and expenses of the Company's arbitrator and the Company's legal fees shall be borne and paid by the Company, the costs and expenses of the Association's arbitrator and the Association's legal fees shall be borne and paid by the Association, and all other costs and expenses duly and properly incurred in connection with the arbitration shall be borne and paid by the Company and the Association equally.

- (f) Both the Association and the Company shall have the right to process items which may arise regarding interpretation, application, operation or alleged violation of this Agreement through the above procedures, commencing with the Third Step.

Item 9. **Continuity of Service**

The Association and the Company recognize

their respective and unusual responsibility to the public and the members thereof constantly being served by the Company and therefore pledge that, during the currency of this Agreement, there shall not be any resort to work-stoppage, slowdown or any other type of organized interference, coercive or otherwise, which would or might interfere in any way with the production, purchasing, transmitting, distributing, delivering or selling of natural gas by the Company or the utilization thereof by the customers from time to time served by the Company.

Item 10. Association Dues

Any of the said employees may, by order in writing, signed by him, authorize the Company to apply any part of the monies due to such employee by the Company to the payment of any amount payable by such employee to any other person for Association dues. The Company shall, from the monies so due, make the payments as authorized by the order, and such order

- (a) shall be effective only for the amounts specified therein, and
- (b) shall continue in force for the period of at least six (6) pay periods next ensuing and thereafter until revoked in writing, signed by such employee and delivered to the Company.

The Company, at least once every second pay period shall remit to the Association named in the order

the monies deducted, and a written statement of the names of each employee for whom the deductions were made, and of the amount of each deduction, until the order is so revoked.

Upon receipt of revocation of an order to deduct Association dues (subject to Item 10, paragraph (b)) the Company shall immediately give a copy of the revocation to the Association.

Item 11. **Working Conditions, Plant Basic Monthly Salary Range Schedule and Plant Hourly and Daily Wage Schedule.**

The provisions set forth in the Working Conditions — Plant Schedule, Plant Basic Monthly Salary Range Schedule and Plant Hourly and Daily Wage Schedule, respectively annexed hereto as Schedules "P-A", "P-B" and "P-C" to this Agreement, are hereby incorporated into and made part of this Agreement and shall apply for so long as this Agreement remains in force and effect.

Item 12. **Notices**

Any notice required to be given by one party to the other hereunder shall be in writing and shall be sufficiently given, personally served on the person designated hereafter to whom

such notice is to be given or, alternatively, if mailed in a postage prepaid registered envelope addressed to the party to whom such notice is to be given, as follows:

Company:

The General Manager,
Canadian Western Natural Gas
Company Limited,
140 - 6th Avenue, S.W.,
CALGARY, Alberta.

Association:

The Chairman,
Natural Gas Employees' Welfare
Association,
1040 - 11th Avenue, S.W.,
CALGARY, Alberta.

Each party from time to time may designate some other representative to be the person upon whom such notices are to be personally served, in lieu of the representatives theretofore so designated and/or from time to time may change its address for service hereunder, in all instances by serving the other party, in the manner hereinbefore prescribed, with written notice to that effect.

Each notice mailed as aforesaid shall be deemed to have been received and the particular notice given, upon the expiration of two (2) clear days excluding Saturdays, Sundays and Holidays next following the date of such mailing.

Item 13. **Headings**

The headings used throughout this Agreement are inserted for reference purposes only and are not to be considered or taken into account in construing the terms and conditions of this Agreement or of any provision herein, nor shall the same be deemed to qualify, modify or explain the effects of any such term, condition or provision.

Wherever the singular or the masculine pronoun is used throughout this Agreement, the same shall be construed as meaning the plural or the feminine where the context or the parties so require.

IN WITNESS WHEREOF the Company has hereunto affixed its corporate seal, duly authenticated by the signatures of its proper officers thereunto authorized, and the Association has caused these presents to be executed, all as of the day and year first above written.

CANADIAN WESTERN NATURAL GAS
COMPANY LIMITED

M. E. STEWART, President
W. L. McPHEE, Secretary

NATURAL GAS EMPLOYEES' WELFARE
ASSOCIATION

R. A. FARMER, Chairman
J. C. ELLISON, Vice-Chairman

SCHEDULE "P-A"

Working Conditions—Plant Schedule Effective January 1st, 1967

I N D E X :

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Item 14. Salary and Wage Schedules

Refer to:

"Plant Basic Monthly Salary Range Schedule"
—Known as Schedule "P-B".

and

"Plant Hourly and Daily Wage Schedule"—
Known as Schedule "P-C".

When it is necessary to create a new job or to re-evaluate an existing job, the Association will be requested to appoint a representative to the committee formed for this purpose.

Item 15. **Basis of Payment**

- A. Temporary employees, including probationary employees, shall be paid at an hourly or daily rate.
- B. Members of the permanent staff shall be paid at a monthly rate.
- C. All employees shall be paid on a bi-weekly basis by cheque. Pay days shall be every second Friday.

Item 16. **Hours of Work**

- A. Normal days of work shall be from Mondays to Fridays inclusive, except:
 - 1. Shift Employees.
 - 2. Other employees where the nature of the job makes it advisable to regularly work on five other consecutive days.
- B. Normal hours of work shall be as follows:
 - 1. Regular Plant Employees:
 - a. Normal hours of work shall be 8:00 a.m. to 5:00 p.m. with 1 hour for lunch.
 - b. However, other arrangements of an 8-hour day, including a shorter lunch period may be arranged by Management to suit particular portions of the plant.

2. Clerical Plant Employees:

- a. Normal hours of work shall be 8:30 a.m. to 4:30 p.m. with 1¼ hours for lunch, subject to any re-arrangement of time which may be necessary to accommodate plant operations.
- b. It is necessary that all clerical employees be at their desks and ready to commence work at the opening time, and that they remain at their desks until closing time.

3. Shift Employees:

- a. Definition: Shift employees are employees engaged to work shifts consisting of a number of days on and a number of days off without regard to the normal work week. Such shifts may be worked at the same time each day or at rotating times according to a schedule.
- b. The hours and days of work for such employees shall be as published in a shift schedule.
- c. Shift schedules shall be subject to agreement between the Association and Management.
- d. Where such shift schedules are not in accordance with the provisions of "The Alberta Labour Act", they shall

be submitted to the Board of Industrial Relations of Alberta for approval and shall only have force and effect upon such approval having been given.

4. When circumstances make it advisable, other hours of work may be arranged by Management to suit an individual job.

Item 17. One Day Off in Seven

- A. All employees, other than Shift Operators, shall be allowed twenty-four consecutive hours of rest immediately following each period of not more than six consecutive days of work, except in cases of emergency when special approval shall be obtained from the Board of Industrial Relations.
- B. Shift Operators may be required to work seven consecutive days without rest providing Shift Operators' schedules are approved by the Board of Industrial Relations.

Item 18. Calculation of Hourly Rates

A. Temporary Employees

The hourly or daily rate as shown in the "Plant Hourly and Daily Wage Schedule" shall be increased by the hourly or daily

Cost-of-Living Bonus rate as established each month. (See Item 19A.).

The method of converting a daily rate to an hourly rate is to divide the daily rate by 8 and round off to the nearest cent.

In computing time and one-half, increase the above rates by one-half to the nearest cent.

When a Tradesman's Increase (See Item 18C.) is to be added, the total hourly rate shall be determined first and the time and one-half rate calculated from such rate to the nearest cent.

Example:

Wage Schedule rate	\$2.28
C.L.B. rate05
Tradesman's increase40

Total Hourly Rate\$2.73

Time and one-half is \$2.73 plus \$1.37 or \$4.10 per hour.

B. Permanent Employees

The hourly rate shall be calculated by dividing the monthly basic rate plus Cost-of-Living Bonus (See Item 19) by 174 and completing to the nearest cent. For example, a rate of \$2.385 would be \$2.39 per hour.

The figure of 174 represents the average

hours of work per month and is calculated using an 8-hour day and a 40-hour week as follows:

$$\begin{array}{rcl} 365 \text{ days} - 52 \text{ Sundays} - 52 \text{ Saturdays} & & \\ \text{equals} & & \\ 261 \text{ days} \times 8 \text{ hours} & & \\ \hline 12 \text{ months} & = & 174 \text{ hours per month} \end{array}$$

In computing time and one-half, calculate hourly rate as above to the nearest cent, and then add one-half to the nearest cent. For example, a rate of \$2.39 per hour straight time would be \$2.39 plus \$1.20 or \$3.59 per hour time and one-half.

When a Tradesman's Increase (See Item 18C.) is to be added, the total hourly rate shall be determined first and the time and one-half rate calculated from such rate.

Example:

Hourly Rate	\$2.39
Tradesman's Increase06
<hr/>	
Total Hourly Rate	\$2.45

Time and one-half is \$2.45 plus \$1.23 or \$3.68 per hour.

C. Tradesman's Increases

The rates for specialized work (welding, sub-foreman, machine operating, etc.) shall be paid for actual hours engaged on

that work. When a man is employed in specialized work his actual hours of employment in that work shall include interruptions of a minor nature such as travelling from one job to another or delays in the normal procedure of the job.

Where a range of rates is shown, actual rate paid shall depend on class of work performed and such rate shall be at the discretion of the foreman in charge.

Permanent employees on monthly salary shall be paid an hourly increase for time engaged on specialized work amounting to the difference between their basic hourly rate and the rate for such specialized work as shown in "Plant Hourly and Daily Wage Schedule". Tradesman's Increase shall apply to annual vacations, statutory holidays, hours worked on statutory holidays, and the first fourteen calendar days of sick leave if such increase was in effect immediately prior to the period of time not worked.

Item 19. **Cost-of-Living Bonus**

A. **Calculation**

1. **Monthly Cost-of-Living Bonus.** The monthly bonus is related to a Consumer-Price Index of 143.5 points. This bonus shall be raised or lowered \$1.60

per month per point of increase or decrease from the 143.5 points. Increases up to and including 49 cents beyond the dollar to be rounded off downwards to the nearest dollar and increases from 50 cents and up to be rounded off upwards to the nearest dollar.

2. Hourly Cost-of-Living Bonus. The hourly Cost-of-Living rate shall be determined by dividing the monthly Cost-of-Living Bonus by 174 and rounding off to the nearest cent.
3. Daily Cost-of-Living Bonus. The daily Cost-of-Living rate shall be determined by multiplying the hourly bonus rate by 8.

B. Application of Cost-of-Living Bonus

1. Temporary employees shall have the hourly or daily Cost-of-Living Bonus as calculated each month added to the rates as published in "Plant Hourly and Daily Wage Schedule".
2. Permanent employees shall receive the monthly Cost-of-Living Bonus as calculated each month in addition to their basic monthly salary.

C. General

1. Cost-of-Living Bonus shall be included

in regular bi-weekly payroll cheque but shall not be considered as part of the basic salary.

2. The Cost-of-Living Bonus shall be calculated and published each month.

Item 20. **Statutory Holidays**

The following days shall be recognized and observed by the Company as Holidays:

New Year's Day

Good Friday

Empire Day

Dominion Day

Labor Day

Thanksgiving Day

Remembrance Day

Christmas Day

Boxing Day

and any other day observed as a holiday by the Company.

In addition the Civic Holiday will be recognized and observed by the Company but only in the communities in which it is officially declared.

If New Year's Day, Christmas Day or Boxing Day fall on a Sunday the Holiday will be observed on the immediate following Monday. When Christmas Day falls on the Sunday, the Boxing Day Holiday will then be observed on the immediate following Tuesday.

If New Year's Day or Christmas Day falls on a Saturday the Holiday will be observed on either the immediate preceding Friday or the immediate following Monday, at the discretion of the Company.

If any of the above Holidays fall on a Saturday or Sunday and in lieu of them the Company observes the Holiday on some other day of the week, then such observed Holiday shall become the recognized Holiday.

In those cases where a Holiday is observed by the Company on some other day in lieu of the Saturday or Sunday on which the Holiday actually occurs, the Company shall determine the method of payment for hours worked on the original Saturday or Sunday.

Item 21. **Overtime**

A. General

1. Time and one-half rates shall be paid for all time worked in excess of eight hours in any one day or forty in any one week.
 - a. When such overtime work is requested by Department Head, Superintendent, Supervisor or Foreman.
 - b. When such overtime is considered by the employee to be necessary, has been discussed with the Department Head, Superintendent, Super-

visor or Foreman, and his approval has been obtained prior to the work being done.

- c. When such overtime is necessary under conditions of emergency.
- d. When such overtime is worked on a job which has been declared an overtime job by the General Manager.
- e. Any overtime paid shall be in addition to standby allowance.

B. Temporary Employees

- 1. Time and one-half rates shall be paid for all time worked in excess of eight hours in any one day or forty in any one week.
- 2. All temporary employees shall be paid an allowance for New Year's Day, Good Friday, Dominion Day, Labor Day and Christmas Day providing such day falls within the normal working week. Such allowance shall be eight hours straight time (or a day's pay if the normal working day is less than eight hours). Such allowance shall include a tradesman's bonus if applicable.
- 3. Temporary employees who have worked for six months out of the preceding

twelve months (not necessarily consecutive), and providing they are not absent from work immediately preceding the holiday, unless occasioned by accident not covered by W.C.B. or sickness, shall be paid an allowance for other observed Statutory Holidays, providing they fall within the normal working week. Such allowance shall be eight hours straight time (or a day's pay if the normal day is less than eight hours). Such allowance shall include a tradesman's bonus if applicable.

4. Temporary employees who work on a recognized Statutory Holiday shall be paid as follows:
 - a. Temporary employees who have worked for six months out of the preceding twelve months (not necessarily consecutive) will be paid at the rate of time and one-half for actual hours worked in addition to payment made under Item 21 B.3.
 - b. Other temporary employees shall be paid time and one-half for actual hours worked in addition to payment made under Item 21 B.2.
5. Hours paid for as Inclement Weather Allowance (See Item 26) but not actually worked, shall not be applied to-

wards the calculation of overtime payments.

6. Hours not worked, or hours worked at overtime rates, shall not be credited for calculation of overtime.

C. Permanent Employees (other than those receiving a shift bonus)

1. Time and one-half rates shall be paid for all time worked in excess of eight hours in any one day or forty in any one week.
2. Since the nature of certain jobs makes it impracticable to determine normal hours of work, employees when engaged in performing duties in connection with the following job classifications are expected to arrange their hours of work, insofar as possible, so as not to exceed forty hours in any one week, and are thereby ineligible for the payment of overtime:

Assistant Local Agent

Chief Clerk

Local Agent

Pressureman

3. Where the nature of a job makes it impracticable to determine normal hours of work, a contract governing the conditions of employment may be executed

between the Company and the employee, subject to mutual agreement.

4. Permanent employees (except the job classifications listed in Item 21 C.2.) shall be paid for hours worked on a Statutory Holiday at the rate of time and one-half in addition to their regular salary.

D. Shift Bonus

Shift employees who work according to a shift schedule rotating both as to time of day and day of week and who work an average of 42 hours per week shall be paid a shift bonus. The shift bonus shall be calculated on a monthly basis to compensate at time and one-half rates for loss of Statutory Holidays and the two hours extra that are worked in an average week. A shift bonus shall be paid only for shifts actually worked and for vacations.

Item 22. Shift Differentials

The following jobs shall be eligible for a shift differential:

Caretaker

Chief Operator — Control Station
(Calgary)

Customer Serviceman

Compressor Station Operator

Garage Attendant

Mechanic

Operator — Control Station (Calgary)
and such other jobs as may be approved by Management.

A shift differential shall be paid for hours of work outside of the normal hours. This is to compensate for the inconvenience and disruption of normal living routines.

- A. A 10c per hour differential shall be paid to those employees working a scheduled straight 8-hour shift, or any scheduled rotating shift for the hours which occur between 4:00 p.m. and midnight.
- B. An 18c per hour differential shall be paid to those employees working a scheduled straight 8-hour shift, or any scheduled rotating shift for the hours which occur between midnight and 8:00 a.m.
- C. Payment of a shift differential is subject to the following regulations:
 - 1. A shift differential shall only be paid for the employee's scheduled shifts actually worked.
 - 2. A shift differential shall not be paid for any hours of work which are paid for on an overtime basis.
 - 3. Unusual construction jobs which require working outside normal hours shall not be regarded as shift jobs.

Item 23. **Annual Vacations**

A. **Temporary Employees**

Temporary employees shall be granted vacations or vacation allowances as follows:

1. After one year's continuous employment, two weeks with regular pay.
2. An employee who has been continuously employed by the Company for five years shall, after his anniversary date, be granted three weeks' vacation, exclusive of full day Statutory Holidays. If the employee wishes to take the three weeks' vacation in the anniversary year these must be taken in full after the anniversary date.
3. The vacation is to be exclusive of Statutory Holidays and shall be in one unbroken period. It shall be given within ten months after the date on which the employee becomes entitled to it.
4. Employees become entitled to an annual vacation on the conclusion of each year's employment.
5. When an employee has not received an annual vacation and his employment is terminated, he shall receive in lieu

thereof an amount equal to 4% of his regular pay (i.e. total earnings less overtime payments) for the period of his employment.

B. Permanent Employees

1. One Week's Vacation

An employee who has been continuously employed by the Company for six months prior to October 2nd in any year and who has been taken on the permanent staff by said date, shall be granted one week's vacation, exclusive of full day Statutory Holidays, in such year, to be taken only after the completion of the said six months.

2. Two Weeks' Vacation

An employee who has been continuously employed by the Company for twelve months prior to October 2nd in any year and who has been taken on the permanent staff by said date, shall be granted two weeks' vacation, exclusive of full day Statutory Holidays, in such year, to be taken only after the completion of the said twelve months.

3. Three Weeks' Vacation

An employee who has been continuously employed by the Company for five years shall, after his anniversary date, be granted three weeks' vacation, ex-

clusive of full day Statutory Holidays. If the employee wishes to take the three weeks' vacation in the anniversary year these must be taken in full after the anniversary date.

4. **Four Weeks' Vacation**

An employee who has been continuously employed by the Company for nineteen years shall, after his anniversary date, be granted four weeks' vacation, exclusive of full day Statutory Holidays. If the employee wishes to take the four weeks' vacation in the anniversary year, these must be taken in full after the anniversary date. This four weeks' vacation must be arranged to suit the requirements of the Company.

Subsequent to the last day of December, 1967, the above period of employment shall be reduced as follows:

January 1, 1968 — 18 years

January 1, 1969 — 17 years

January 1, 1970 — 16 years

January 1, 1971 — 15 years

5. **General**

- a. Vacations may be taken at any time during the calendar year by mutual agreement between the employee and his supervisor.

- b. Vacation shall commence on Monday unless special permission has been obtained.
- c. Statutory Holidays referred to in Item 23 B.1.2.3. and 4. are considered to be only those holidays which fall or are observed within the normal working period.
- d. Persons receiving a shift bonus will not be allowed to add an extra day to vacations when a Statutory Holiday occurs within the vacation period.
- e. Sick leave shall not be deemed to have broken the continuity of employment.

Item 24. **Job Posting**

If a regular permanent job covered by this Agreement becomes vacant, and no one in the Department has been trained as a replacement, or a new job is created, a "Job Notice" will be published whenever practicable on bulletin boards outlining details of the job vacancy. When the above procedure is not practicable, the Association will be so informed.

All employees have the privilege of applying for such jobs by using an "Internal Job Application" form.

First consideration will be given to applicants who are members of the staff but the Management reserves the right to fill such vacancies from outside the organization. One of the factors to be considered when evaluating internal applicants will be length of service.

Item 25. **Standby Allowance**

Employees who are requested to stand by shall receive for such standby duty three dollars (\$3.00) per day for each normal work day and six dollars (\$6.00) per day for each Saturday, Sunday and Statutory Holiday. In addition, such employees shall be paid the applicable rate for work performed.

The Company shall determine the number of employees required to stand by in each circumstance. Standby allowance will be paid only to employees officially scheduled for such duty.

Standby on a regular work day means availability on call outside of normal hours of work. On each Saturday, Sunday and Statutory Holiday, standby means availability on call for the full twenty-four hour period. An employee on standby may leave his home for personal reasons, provided he makes arrangements to be reached and be available for duty within a reasonable time.

Due to the nature of the jobs of Local Agent and Assistant Local Agent, arrangements for

standby are considered to be inherent to the duties of the job and are not eligible for standby allowance.

Item 26. **Board and Lodging (Either in Camp or Hotels)**

Rates to be deducted for Board and Lodging shall be as published separately and revised from time to time.

A. Temporary Employees

1. Under normal circumstances Temporary employees will be required to provide their own lunch. When circumstances make it necessary Temporary employees shall be provided with meals and lodging free of charge.
2. The Company reserves the right when establishing large construction camps (either camp or using local hotel and cafe facilities) to have board and lodging deducted at current rates.

B. Permanent Employees

1. When temporarily quartered in a Company Camp shall be provided with meals and lodging free of charge.
2. When permanently quartered in a Company Camp shall have board and lodging deducted at current rates.

Item 27. **Inclement Weather Allowance**

- A. Temporary employees living in a Company Camp who are ordered detained in Camp on account of inclement weather or any other cause, shall be paid four hours straight time for each working day lost. Board and Lodging deductions still to apply as stated in Item 26.
- B. Other Temporary employees who, because of weather or other conditions work for four hours or less in any one day, shall be paid for four hours at their regular rate of pay. Any such employee who reports for work on any day when at the time of leaving his home it was reasonable to expect that the weather would be suitable for work, shall be paid for four hours at his regular rate of pay.

Item 28. **Individual Agreements and Contracts**

The Association will have the right to bargain for any member who may, because of his particular job, be required to sign a separate agreement or contract with the Company.

SCHEDULE "P-B"

PLANT BASIC MONTHLY SALARY RANGE

SCHEDULE

All Basic Salaries to have **Cost-of-Living Bonus** added at rate as determined for each month and variable with the Cost-of-Living Index.

Job Classification— Male	Salary Range—Basic Normal Superior	Effective January 1
Group No. 14	\$531-670 to \$695	1967
Chief Clerk	\$558-705 to \$730	1968
Group No. 13	\$516-649 to \$674	1967
Local Agent (see Note 6)	\$542-683 to \$708	1968
Group No. 12	\$501-633 to \$653	1967
Chief Radio Technician Clerk "A" Senior Customer Serviceman	\$526-666 to \$686	1968
Group No. 11	\$486-612 to \$632	1967
Chief Regulator Technician	\$510-644 to \$644 ⁶⁶⁴	1968
Sub-Foreman - Distribution Inspections & Maintenance		
Sub-Foreman - Distribution Lethbridge & District		
Sub-Foreman - Distribution Mains		
Sub-Foreman - Field		
Sub-Foreman - Transmission		

Job Classification— Male	Salary Range—Basic		Effective January 1
	Normal	Superior	
Group No. 10	\$471-591 to \$611		1967
	\$495-622 to \$642		1968
Chief Carpenter			
Chief Welder			
Clerk "B"			
Customer Serviceman			
Senior Gas Utility Man			
Sub-Foreman - Automotive			
Sub-Foreman - Distribution Services			
Sub-Foreman - Mechanical			
Sub-Foreman - Service Alterations			
Sub-Foreman - Stores			
Group No. 9	\$456-573 to \$593		1967
	\$479-603 to \$623		1968
Welder			
Group No. 8	\$441-552 to \$572		1967
	\$463-581 to \$601		1968
Assistant Local Agent			
(see Note 7)			
Chief Operator - Control Station			
(Calgary)			
Clerk "C"			
Dispatcher of Equipment			
District Mechanic			
Instrument Man - Survey			
Radio Technician			
Regulator & Instrument Repairman -			
Lethbridge & District			

Job Classification— Male	Salary Range—Basic		Effective January 1
	Normal	Superior	

Group No. 7	\$426-531 to \$551	1967
	\$447-559 to \$579	1968

Automotive Bodyman
Corrosion Technician
Junior Customer Serviceman
Mechanic
Regulator & Instrument Repairman
Telephone Lineman

Group No. 6	\$411-515 to \$530	1967
	\$432-542 to \$557	1968

Blacksmith
Carpenter
Clerk "D"
Compressor Station Operator
Gas Utility Man
Machinist
Operator - Control Station (Calgary)
Pressureman
Senior Meter Repairman
Storekeeper
Truck Driver

Group No. 5	\$396-494 to \$509	1967
	\$416-519 to \$534	1968

Group No. 4	\$381-478 to \$488	1967
	\$400-502 to \$512	1968

Building Maintenance Man
Clerk "E"
Junior Gas Utility Man
Meter Repairman

Job Classification— Male	Salary Range—Basic		Effective January 1
	Normal	Superior	
Group No. 3	\$366-457 to	\$467	1967
	\$384-480 to	\$490	1968
Assistant Storekeeper			
Chart Changer			
Group No. 2 ..	Up to \$436 to	\$446	1967
	\$458 to	\$468	1968
Caretaker			
Clerk "F"			
Group No. 1 ..	Up to \$420 to	\$430	1967
	\$442 to	\$452	1968
Clerk "G"			
Garage Attendant			
Watchman			

Notes:

1. The portion of the Salary Range referred to as Superior will be administered at the discretion of Company Management based on superior performance of the employee.
2. A "Trainee" in any job classification may be paid below the published range. "Trainee" period must not exceed one year. A "Trainee" status may be reviewed from time to time but the periods of review must not exceed six months.

3. Employees performing any jobs in this schedule, on a temporary basis, may be paid on an hourly or daily rate calculated from the equivalent ranges.
4. See "Office Basic Monthly Salary Range Schedule" for salary ranges of female job classifications, to be applied whenever such jobs occur in the Plant.
5. If the nature of the job of a clerical plant employee makes it necessary for him to work regular plant rather than clerical plant normal hours of work, he will be paid according to a salary range two job groups above that of his normal clerical job classification.

Example:

Clerk "B" would be administered for salary purposes in Group 12 instead of Group 10.

6. In lieu of payment for overtime or standby, the job of Local Agent will be administered in Group No. 14 rather than Group No. 13.
7. In lieu of payment for overtime or standby, the job of Assistant Local Agent will be administered in Group No. 11 rather than Group No. 8.

SCHEDULE "P-C"

PLANT HOURLY AND DAILY WAGE SCHEDULE

Effective January 1st, 1967

Tradesmen and Labor Rates for Permanent and Temporary Employees. All basic rates to have **Cost-of-Living Bonus** added at rate as determined for each month and variable with the Cost-of-Living Index.

	Basic Hourly Rate (Unless shown as per day)
WELDERS	
(a) First Class - 1 G.E.	2.86
(b) First Class - 1 G or 1 E	2.79
(c) Second Class - 2 G.E.	2.74
(d) Second Class - 2 G	2.70
(e) Third Year Apprentices	2.68
(f) Second Year Apprentices	2.51
(g) First Year Apprentices	2.35
(h) Limited Authority (Company) G and/or E	
- Third and subsequent years	2.68
- Second Year	2.51
- First Year (after qualifying course - Company and/or Technical School)	2.35

Notes:

1. On pipe line jobs above rates may be increased by 5 cents when welders are engaged in continuous stringer bead welding.

2. If a welder has "Pressure Welder B" qualifications and is appointed to do this type of welding he will be paid at the rate of \$2.93 per hour, when engaged on pressure welding.

CREW CHIEFS

- | | |
|---|-----------|
| (a) General Range for Mains, Inspections and Maintenance, Enamelling, etc | 2.33-2.86 |
| (b) Services—with welding qualifications as per welders (a) above | 2.86 |
| (c) Services—with welding qualifications as per welders (b), (c), (d) or (e) above, or Third Year Limited Authority | 2.79 |
| (d) Services—with welding qualifications as per welders (f) or (g) above, or First or Second Year Limited Authority | 2.66 |

Note: Rates for Crew Chiefs to be approved by Engineer-in-Charge or Immediate Supervisor.

Basic Hourly Rate

(Unless shown
as per day)

MACHINE OPERATORS

- | | |
|--|------|
| (a) Back Hoes—track mounted | 2.86 |
| (b) Back Hoes—truck mounted | 2.74 |
| (c) Cats — larger than D2, industrial farm tractors with digging | |

attachments, and ditching machines	2.63
(d) Cats — D2 or smaller, Compressors, small service trenchers, industrial farm tractors with or without attachments other than in (c) above	2.42
(e) Swinging Cranes, TL 12 Loaders and Payloaders	2.51
(f) Cleaning and/or Coating machines - Stationary	2.42

TRUCK DRIVERS

(a) Heavy—G.C.W. 38,001 lbs and over—G.V.W. 27,001 lbs. and over	2.57
(b) Medium—G.C.W. 32,001 to 38,000 lbs. incl.—G.V.W. 20,001 to 27,000 lbs. incl.	2.42
(c) Light—G.C.W. 32,000 lbs. or less —G.V.W. 20,000 lbs. or less	2.28
G.C.W. is Gross Combined Weight (truck and trailer).	
G.V.W. is Gross Vehicle Weight.	

**Basic Hourly
Rate**
(Unless shown
as per day)

MISCELLANEOUS

(a) Mechanics and Automotive	
Bodyman Journeyman	2.73
—Apprentice Fourth Year	2.61
—Apprentice Third Year	2.49

—Apprentice Second Year	2.38
—Apprentice First Year	2.26
(b) Compressor Station Operators...	2.42
(c) Lathe Operator	2.57
(d) Blacksmith	2.57-2.79
(e) Technical Assistants — Survey, Cathodic, or other	
—Beginners	17.60 per day
—1 year's experience	18.08 per day
—2 years' experience (or more)	18.64-20.72 per day
—Technical Assistants' Helpers	14.16-17.04 per day
Note: Rates used within a range must be evenly divisible by 8, e.g., 14.16, 14.24, 14.32 etc.	

**Basic Hourly
Rate**
(Unless shown
as per day)

LABOR

(a) Laborer	
—15 to 18 years of age, incl.	1.53-2.21
—1A first year	2.21
—1B second consecutive year	2.24
for casual labor, i.e. diggers, skidmen, machine operators' hel- pers, welders' helpers and other jobs of a similar nature.	
(b) Laborer II	2.28
Distribution or coating yard la- bor directly engaged in the ap-	

plication of pipe coating materials; also enamel choppers.

**Basic Hourly
Rate**
(Unless shown
as per day)

Transmission line labor directly engaged in the application of pipe coating materials; also, enamel choppers, jeepmen, line-up men, tack welders' helpers, stringer bead cleaners and those operating sandblasting equipment.

- (c) Laborer III 2.33

When recommended by foreman and approved by Engineer-in-Charge or Immediate Supervisor, to include only straw-boss jobs such as jeeping straw-boss or hand ditching straw-boss.

- (d) Fitter 2.39

Is an employee directly responsible to a crew chief and who performs or directs the performance of all jobs, other than welding, which are necessary to install or maintain a gas service line or main.

Note 1. This schedule effective until December 31, 1967. Rates effective January 1, 1968, to be determined by negotiation.

